

**Birchwood Village Lake Links Trail Task Force**  
**July 11, 2024 Meeting Minutes**

**Present:** Karen Freeberg, Mary Cahill, Mayor Margaret Ford, Jessica Granek, Ben Creagh (left early), Ellen Maas Pratt

**Public Forum:** No non-members were present.

**Agenda:** No changes were offered.

**Approval of Minutes:** The Minutes from the May 9, 2024 meeting were unanimously approved, without amendment.

**Review Meeting Norms:**

- **Purpose and goals of Task Force:** See below.
- **Purpose and goals for meeting:** See below.
- **Job duties:** Jessica Granek shall continue to serve as Task Force Chair. Well into the meeting, members realized that no one had been designated to take the Minutes. Ellen Maas Pratt volunteered.
- **Meeting time limit:** The Task Force will strive to limit meetings to one hour.

**Review, Discuss, and get all members up to speed on the meeting and next step items from the May meeting:** Task Force members engaged in a robust discussion regarding expectations; feasible and affordable options to enhance road safety and access; assuaging misperceptions and concerns about the future of Wildwood Avenue; and making Birchwood a more welcoming community for all cyclists, pedestrians, and drivers, including non-residents. In the end, all agreed that safety, feasibility, and usability should remain key guiding principles as the task force moves forward with this initiative. Ben Creagh invited members to review his earlier submissions outlining his recommendations, that included proposals and cost estimates for crosswalks, sharrows, painting, signage, shoulder maintenance and vegetation management, and a solar powered radar equipped speed limit sign. Mayor Ford set up a map of Birchwood on an easel to assist in the group's discussion regarding possible placement of suggested signage and safety enhancements. Members discussed installing mirrors at blind corners. In particular: 1) around the bend at the intersection of Hall and Jay Avenues, heading west to Lake and Wildwood Avenues; and 2) the intersection of Cedar and Wildwood Avenues. Members also discussed hiring T.A. Shifsky & Sons to fill in shoulder sides on Hall Avenue and tapping Washington County Sentence-To-Serve crews to remove view-obstructing brush and overgrowth along Hall Avenue. Another suggestion included placing a sign near Village entrances that featured safety instructions. Most members agreed that current Lake Links Trail signage is difficult to spot and read. Members suggested using colored borders (i.e. pink, lime) around existing signage. Mary Cahill reported that she researched costs related to repainting the three existing crosswalks on the trail and estimated the total cost to be approximately \$153.00

(two gallons of white paint @ \$19.50; one gallon of yellow paint @18.50; and one hour of maintenance @ \$95.00).

Members agreed that the August meeting should be used to prepare for the joint meeting with the Road Safety Committee and the Public Forum, open to the community. The August meeting will be used to agree upon a master list for “wish list items” that includes cost estimates, contacts, and relevant supporting information. Members were encouraged to bring their laptops to the August meeting to share accumulated research and prepare a Master Document. Karen Freeberg volunteered to prepare a draft of the Lake Links Bike Trail Task Force Agenda for the Public Forum. During the August meeting, members can address when to convene the Public Forum.

**Application process for the \$70,000.00 State Grant:** Mayor Ford reported she confirmed that there was no “firm” deadline regarding grant funds, but it was important to “get going” and come up with a plan. The funds remain available.

**Scheduling a joint meeting with the Road Safety Task Force:** No firm date was proposed.

**Scheduling an open forum to help inform and guide the Birchwood Lake Links Task Force:** No firm date was proposed.

**Adjournment:** There being no further discussion and in keeping with the goal to limit meetings to one hour, a motion to adjourn was made, seconded, and unanimously approved.

Respectfully Submitted,

Ellen Maas Pratt